Security & YOU

Think. Assess. Protect.

Learning Minute: **On the Outside Looking In**

Based on true stories from real life at SNL

U.S. DEPARTMENT OF ENERGY

National Nuclear Security Administration

# What do you think?

Joe's Office

Joe is very excited about his new office with a window. There were only a couple of possible places to set up the computer, and he chose the option that allowed him to look out the window while sitting at his desk. He can see what is happening outside and the people walking by.

When it started getting dark earlier in the day in late fall, Joe's monitors became clearly visible through his window from the outside, and someone noticed.

Answer

Think: Joe probably had no idea how visible his computer monitor screens would be from outdoors. Brightly-lit monitors are especially noticeable from the outside when it is dark, even from a distance. People walking by your window probably do not have a need-to-know what is on your computer screens or out on your desk, especially if you work with critical and sensitive unclassified or classified information.
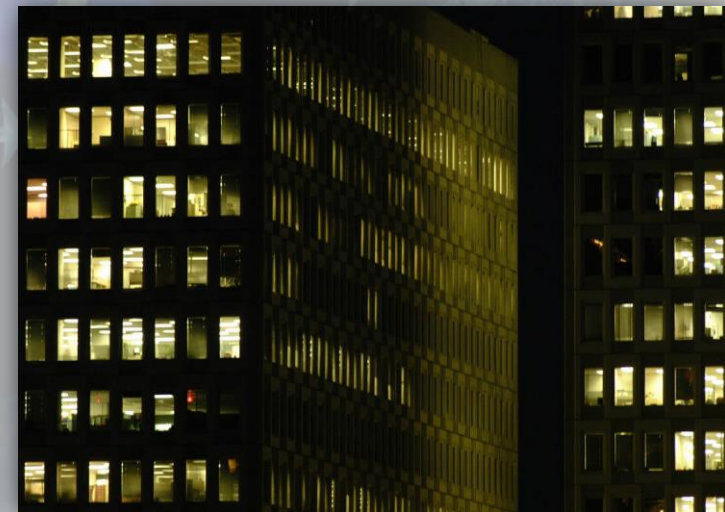
The Risk

Assess: Does anyone within visual distance have a need-to-know this information? If not, take measures to protect it.

- What types of information do you work with?

- Whom do you want to see your monitors and the files/documents on your desk? You never know who might be walking by and glance at your workspace.

- You may not have Sandia critical or sensitive information visible, but what is visible could be the missing piece of the puzzle an adversary needs, or just something you'd rather not share (i.e., an itinerary, meeting invitation, or contact list).

Protect (Use OPSEC countermeasures)
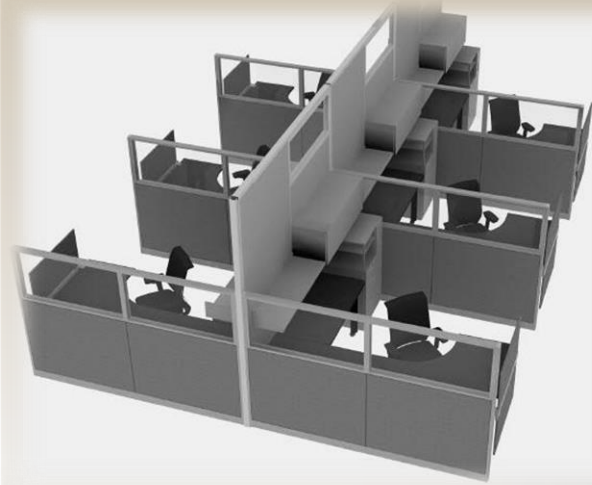
Assess how your computer screens, files, documents, and other information are arranged. Consider the following:

- What can people see as they walk past your door and/or window?

- Walk around your workspace and view it from every angle (inside and outside, daytime and after dark, if you work those hours).

- Would screen protectors help? Blinds on your window(s)? Privacy screens in your office? Would that be enough?

- Use OPSEC countermeasures to prevent an adversary from taking advantage of vulnerabilities.

- If you need assistance with countermeasures or an assessment, call Security Connection. Dial 321 from any Sandia land line or 845-1321 from anywhere.

Questions?

Phone: 321 (from any Sandia phone) or 845-1321

Web: security.sandia.gov

Email: security@sandia.gov